

Budget Forecast for 1988/1989

Because the water/sewer money has been removed from the General Fund and also, the 9-1-1 monies is to be kept in a separate fund some major emphasis must be addressed in the area of the expenditures that are coming out of the General Fund

Most of the income that will be generated into the General Fund is going to be received from items that are not coming into the treasury on a monthly basis, with the biggest amount coming from the property taxes. The bulk of that money will come in during December from the tax bills in November 1988.

Before with the money generated from the water/sewer billings it was fairly easy to meet these expenses because the general fund carried a substantial balance. That is not going to be the case during the first five (5) months of this new budget year.

It is important to realize that just because certain line items have been budgeted for we still will not have some of the money until a later date in the budget year.

Since I was appointed to fill the job of Recorder/Administrator until certain areas can be addressed on Candace Bowman's availability to return to work, I feel a great responsibility to make sure that we stay within our available resources at this time and that is why I am so adamant about the use of purchase orders and that they be cleared with the Recorder's office, it is the only way that I know of at the present time that we can effectively serve the citizens of Elgin.

We have also added the Parks & Leisure department to the General Fund for this new budget year, they do have resources that come in from the use of the pool for 3 months out of the year, but again some the resources we expect from this area do not come into the city treasury on a per month basis.

For the information of the Council I have taken just the personal services (the City Employees) for just a one (1) month period in order for you to see the amount of money that we need to generate just to make the payroll. I have only included those employees whose payroll check is charged directly against an account that is in the General Fund

According to the new budget for 1988/1989 we will have 27,335 cash on hand in 9-1-1 these monies will come from the General Fund year end 1987/1988 and also there will be a transfer from the General Fund of 12,873.00 to the Street Fund this is a total of \$40,208.00 to be removed from the General Fund at the time of our audit which will take place on 7-19-88. These monies cannot be used for expenses of the General Fund starting July 1, 1988. The new budget also calls for only a \$10,000.00 starting fund balance for the General Fund as of 7-1-88

With these figures in mind and a collection of money to the General Fund from 7-1-88 until 7-1-88 \$ 20,27.93. I feel the need to re-assess our spending program for the beginning of this new budget year

MOST OF THIS IS POOL (SWIMMING) MONEY

SOLID WASTE	511.00
AMBULANCE	56.00
SWIM FEES	479.00
" LESSONS	291.50
C. CENTER	128.50
MISC	561.93
- THIS INCLUDES RURAL FIRE PMT	
	<u>2027.93</u>

In the area of swimming pool personal the budget is set up for a total monthly payroll of \$2,076.00 per month for the 3 months of operation of the pool. 2 months left here July & August and 1 month June 1989. You can see by the amounts we are paying per month we are well above that average.

The figures that are used for the Police Department is base pay figures only (Steve is working very hard to keep the over time and on call down to a minimum however if there is any pay in this area there would be an increase in the payroll tax area also. This is also only figuring 3 police officers add \$1551.00 per month for another officer and also uniform costs. This does not include reserve officers on saturation patrol from OSP and Union County. There is also a small amount due each month for the insurance for the Fireman approximately ~~\$50.00~~ 20.00 per month.

If you take the line items on resources and divide them into 12 equal parts excluding the property taxes you would only receive \$10,881.00 per month. I realize that some of these items are received in a lump sum but even so we are short on the payroll side of the expenses by approximately \$1,300.00 per month and we haven't paid the other expenses that we accumulate each month.

Keeping everything within this budgeted amount is going to be a difficult task however I know that it can be done if I receive co-operation from all the department heads and the council.

PAYROLL EXPENSES FROM GENERAL FUND

Recorder/Administrator \$ 992.00 (70% here 30% Water/Sewer
Clerk 300.00 (30% here 20% Court 50% W/S
Payroll Taxes 97.02
Health Insurance 185.00 (70% here

Total \$1,484.00

Librarian 390.00
Payroll taxes 30.00

Total 420.00

Solid Waste 255.00
Payroll taxes 20.00

Total 275.00

Pool Staff 3,960.00
Payroll taxes 297.39

Total 4,257.00 - THIS could go up & down from 3100 to the 4257 figure

Municipal Court 241.66
Payroll Taxes 18.00

Total 259.66

Police Department Chief 1,650.00
Sgt 1,433.00
Patrol 1,200.00
Payroll Taxes 322.50
Insurance (Health) 783.75

Total 5,399.25

Fire Chief 64.00
Payroll taxes 4.80

Total 68.80

TOTAL PER MONTH PAYROLL FROM GENERAL FUND \$ 12,163.71

Swimming pool staff includes 1 manager @ 640.00
1 asst. mgr 640.00
2 lifeguards 1,120.00 160 hr per mo ea @ 3.50 per hr
3 lifeguards 1,608.00 160 hr per mo ea @ 3.35 per hr

If there were this many staff plus the payroll taxes I show 3 @ 3.35 an hour I don't have all time for the 1st week of July so I don't know how many hours each receives

June 1988 payroll for the pool for 17 days of operation was 2280.44. This figure includes payroll taxes and is for 1 manager, 1 asst manager, 2 lifeguards @ 3.50 and 2 lifeguards @ 3.35 not all received 40 hrs per week because we were low on funds for 1987 budget it allowed \$2666.66 per month for payroll and taxes per mo for 3 months

1-Public Notice

FORM LB-1

NOTICE OF BUDGET HEARING

A meeting of the Elgin City Council

will be held on June 21, 1989

at 7:00 p.m. at Elgin Community Center-260 N. 10th

The purpose of this meeting is to discuss the budget for

the fiscal year beginning July 1, 1989, as approved by the City of Elgin

Municipal Corporation

Budget Committee

A summary of the budget is presented below. A copy of the budget may be inspected or obtained at: City Records Office

260 N. 10th, Elgin, Oregon 97827

between the hours of 1:00 PM and 5:00 PM

The budget was prepared on a basis of accounting that is ☐ consistent; ☐ not consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below.

City	Elgin	Date	6/6/88	Chairperson of Governing Body	Pat McMullen	Telephone Number	437-2253
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FINANCIAL SUMMARY

TOTAL OF ALL FUNDS		Adopted Budget This Year - 1987/88	Approved Budget Next Year - 1988/89
Anticipated Requirements	1. Total Personal Services	237,323	216,769
	2. Total Materials and Services	318,020	392,086
	3. Total Capital Outlay		200,000
	4. Total Debt Service	62,105	46,301
	5. Total Transfers	843	56,798
	6. Total Contingencies	10,000	15,000
	7. Total Unappropriated Ending Fund Balances		
Anticipated Resources	8. Total All Other Expenditures and Requirements		
	9. Total of Items 1 thru 8	628,291	926,954
	10. Total Resources Except Property Taxes	483,562	766,118
Anticipated Tax Levy	11. Total Property Taxes Required to Balance Budget	145,729	160,836
	12. Total of Items 10 and 11	628,291	926,954
	13. Total Property Taxes Required to Balance Budget	145,729	160,836
Tax Levies By Type	14. Plus Estimated Property Taxes Not to be Received	10,000	4,237
	15. Total of Items 12 and 14	155,729	165,073
	16. Levy Within the Tax Base	155,729	165,073
	17. One-Year Levy Outside the Tax Base		
	18. Levy for Payment of Bonded Debt	62,105	50,001
	19. Serial and Continuing Levies		
	20. Total of Items 16 thru 19	217,834	215,074

STATEMENT OF INDEBTEDNESS

Debt Outstanding		Debt Authorized, Not Incurred		
☐ None ☒ As Summarized Below		☐ None ☒ As Summarized Below		
Publish Below If Completed				
Long Term Debt	Debt Outstanding		Debt Authorized, Not Incurred	
	July 1, Adopted Budget Year	July 1, Approved Budget Year	July 1, Adopted Budget Year	July 1, Approved Budget Year
Bonds	527,952	482,370		
Interest Bearing Warrants	234,111	207,527		
Other				
Total Indebtedness	762,063	689,897		

Street Fund		Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services		23,347	30,908	28,000
2. Total Materials and Services		14,728	47,092	74,273
3. Total Capital Outlay				
4. Total Debt Service				
5. Total Transfers				
6. Total Contingencies				
7. Total All Other Expenditures and Requirements			78,000	102,273
8. Total Unappropriated Ending Fund Balance				
9. Total Ending Fund Balance				
10. Total Anticipated Requirements		38,075	78,000	102,273
11. Total Resources		39,153	78,000	102,273

STATE REVENUE SHARING		Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services				
2. Total Materials and Services				
3. Total Capital Outlay				
4. Total Debt Service				
5. Total Transfers		7,838	843	12,500
6. Total Contingencies				
7. Total All Other Expenditures and Requirements				
8. Total Unappropriated Ending Fund Balance				
9. Total Ending Fund Balance				
10. Total Anticipated Requirements		7,500	843	12,500
11. Total Resources		7,838	843	12,500

WATER SYSTEMS RESERVE		Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services				
2. Total Materials and Services		39,346	40,500	43,450
3. Total Capital Outlay				
4. Total Debt Service				
5. Total Transfers				
6. Total Contingencies				
7. Total All Other Expenditures and Requirements				
8. Total Unappropriated Ending Fund Balance				
9. Total Ending Fund Balance				
10. Total Anticipated Requirements		39,346	40,500	43,450
11. Total Resources		40,493	40,500	43,450

FORM LB-1
NOTICE OF BUDGET HEARING

A meeting of the **Elgin City Council** will be held on **June 21, 1988** at **7:00 P.M.** at **Elgin Community Center-260 N. 10th**. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 1989, as approved by the **City of Elgin**.

A summary of the budget is presented below. A copy of the budget may be inspected or obtained at **City Recorder's Office**, **260 N. 10th, Elgin, Oregon 97827** between the hours of **1:00 PM** and **5:00 PM**. The budget was prepared on a basis of accounting that is ☐ consistent; ☐ not consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below.

Union **Elgin** Date **6/6/88** Chairperson of Governing Body **Pat McMullen** Telephone Number **437-2253**

FINANCIAL SUMMARY			
TOTAL OF ALL FUNDS		Adopted Budget This Year - 1987/88	Approved Budget Next Year - 1988/89
Anticipated Requirements	1. Total Personal Services	237,323	216,769
	2. Total Materials and Services	318,020	392,086
	3. Total Capital Outlay		200,000
	4. Total Debt Service	62,105	46,301
	5. Total Transfers	843	56,798
	6. Total Contingencies	10,000	15,000
	7. Total Unappropriated Ending Fund Balance		
	8. Total All Other Expenditures and Requirements		
	9. Total of Lines 1 thru 8	628,291	926,954
Anticipated Resources	10. Total Resources Except Property Taxes	483,562	766,118
	11. Total Property Taxes Required to Balance Budget	145,729	160,836
Anticipated Tax Levy	12. Total of Lines 10 and 11	628,291	926,954
	13. Total Property Taxes Required to Balance Budget	145,729	160,836
Tax Levies By Type	14. Plus Estimated Property Taxes Not to be Received	10,000	4,237
	15. Total of Lines 13 and 14	155,729	165,073
	16. Levy Within the Tax Base	155,729	165,073
	17. One-Year Levy Outside the Tax Base		
	18. Levy for Payment of Bonded Debt	62,105	50,001
	19. Serial and Continuing Levies		
	20. Total of Lines 18 and 19	217,834	215,074

STATEMENT OF INDEBTEDNESS			
Debt Outstanding		Debt Authorized, Not Incurred	
☒ None ☒ As Summarized Below		☐ None ☐ As Summarized Below	
Publish Below If Completed			
Long Term Debt	Debt Outstanding		Debt Authorized, Not Incurred
	July 1, Adopted Budget Year	July 1, Approved Budget Year	July 1, Adopted Budget Year
Bonds	527,952	482,370	
Interest Bearing Warrants	234,111	207,527	
Other			
Total Indebtedness	762,063	689,897	

Street Fund			
	Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services	23,347	30,908	28,000
2. Total Materials and Services	14,728	47,092	74,273
3. Total Capital Outlay			
4. Total Debt Service			
5. Total Transfers			
6. Total Contingencies			
7. Total All Other Expenditures and Requirements		78,000	102,273
8. Total Unappropriated Ending Fund Balance			
9. Total Ending Fund Balance			
10. Total Anticipated Requirements	38,075	78,000	102,273
11. Total Resources	39,153	78,000	102,273
STATE REVENUE SHARING			
	Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services			
2. Total Materials and Services			
3. Total Capital Outlay			
4. Total Debt Service			
5. Total Transfers	7,838	843	12,500
6. Total Contingencies			
7. Total All Other Expenditures and Requirements			
8. Total Unappropriated Ending Fund Balance			
9. Total Ending Fund Balance			
10. Total Anticipated Requirements	7,500	843	12,500
11. Total Resources	7,838	843	12,500
WATER SYSTEMS RESERVE			
	Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services			
2. Total Materials and Services	39,346	40,500	41,450
3. Total Capital Outlay			
4. Total Debt Service			
5. Total Transfers			
6. Total Contingencies			
7. Total All Other Expenditures and Requirements			
8. Total Unappropriated Ending Fund Balance			
9. Total Ending Fund Balance			
10. Total Anticipated Requirements	39,346	40,500	41,450
11. Total Resources	40,493	40,500	41,450



NOTICE OF BUDGET HEARING

A meeting of the Elgin City Council will be held on June 21, 1988
(Governing Body) (Date)

at 7:00 ☐ a.m. ☒ p.m. at Elgin Community Center-260 N. 10th
(Address) The purpose of this meeting is to discuss the budget

the fiscal year beginning July 1, 1989 as approved by the City of Elgin Budget Committee
(Municipal Corporation)

A summary of the budget is presented below. A copy of the budget may be inspected or obtained at City Records Office

260 N. 10th, Elgin, Oregon 97827 between the hours of 1:00 p.m. and 5:00 p.m. The budget was
(Address)

prepared on a basis of accounting that is ☐ consistent; ☐ not consistent with the basis of accounting used during the preceding year. Major changes, any, and their effect on the budget, are explained below.

County	City	Date	Chairperson of Governing Body	Telephone Number
Union	Elgin	6/6/88	Pat McMullen	437-2253

FINANCIAL SUMMARY

TOTAL OF ALL FUNDS		Adopted Budget This Year - 19 <u>88</u>	Approved Budget Next Year - 19 <u>89</u>
Anticipated Requirements	1. Total Personal Services	237,323	216,769
	2. Total Materials and Services	318,020	392,086
	3. Total Capital Outlay		200,000
	4. Total Debt Service	62,105	72,166
	5. Total Transfers	843	56,798
	6. Total Contingencies	10,000	15,000
	7. Total Unappropriated Ending Fund Balance		20,000
	8. Total All Other Expenditures and Requirements		
	9. Total of lines 1 thru 8	628,291	972,819
Anticipated Resources	10. Total Resources Except Property Taxes	483,562	766,118
	11. Total Property Taxes Required to Balance Budget	145,729	206,701
	12. Total of lines 10 and 11	628,291	972,819
Anticipated Tax Levy	13. Total Property Taxes Required to Balance Budget	145,729	160,400
	14. Plus: Estimated Property Taxes Not to be Received	10,000	4,673
	15. Total of lines 13 and 14	155,729	165,073
Tax Levies By Type	16. Levy Within the Tax Base	155,729	165,073
	17. One-Year Levy Outside the Tax Base		
	18. Levy for Payment of Bonded Debt	62,105	58,001.00
	19. Serial and Continuing Levies		
	20. Total of lines 16 thru 19	217,834	215,074

STATEMENT OF INDEBTEDNESS

Debt Outstanding		Debt Authorized, Not Incurred	
☐ None	☒ As Summarized Below	☐ None	☐ As Summarized Below

Publish Below if Completed

Long Term Debt	Debt Outstanding		Debt Authorized, Not Incurred	
	July 1, Adopted Budget Year	July 1, Approved Budget Year	July 1, Adopted Budget Year	July 1, Approved Budget Year
Bonds	527,952	482,370		
Interest Bearing Warrants	234,111	207,527		
Other				
Total Indebtedness	762,063	689,897		

This budget includes the intention to borrow in anticipation of revenue ("Short-Term Borrowing") as summarized below:

FUND LIABLE	Estimated Amount to be Borrowed	Estimated Interest Rate	Estimated Interest Cost

FUNDS REQUIRING A PROPERTY TAX TO BE LEVIED

Publish ONLY Completed Portion of This Page

BONDED DEBT	Actual Data	Adopted Budget	Approved Budget
	Last Year 86/87	This Year 87/88	Next Year 88/89
1. Total Personal Services			
2. Total Materials and Services			
3. Total Capital Outlay			
4. Total Debt Service	73,570	92,182	72,166
5. Total Transfers			
6. Total Contingencies			
7. Total All Other Expenditures and Requirements		92,182	72,166
8. Total Unappropriated Ending Fund Balance			20,000
9. Total Ending Fund Balance			
10. Total Anticipated Requirements		92,182	92,166
11. Total Resources Except Property Taxes	23,550	34,182	45,865
12. Property Taxes Received			
13. Property Taxes Required to Balance		58,042	46,301
14. Estimated Property Taxes Not to be Received		4,063	3,780
15. Total Property Tax Levy			50,001
16. Levy Within Tax Base			
17. One-Year Levies Outside Tax Base			
18. Serial and Continuing Levies			
19. Levy for Payment of Bonded Debt		62,105	50,001
	Actual Data	Adopted Budget	Approved Budget
	Last Year 86/87	This Year 87/88	Next Year 88/89
1. Total Personal Services	176,283	198,415	148,394
2. Total Materials and Services	173,825	235,728	154,003
3. Total Capital Outlay			
4. Total Debt Service			
5. Total Transfers			
6. Total Contingencies			12,873
7. Total All Other Expenditures and Requirements	362,136	434,143	15,000
8. Total Unappropriated Ending Fund Balance			330,270
9. Total Ending Fund Balance			
10. Total Anticipated Requirements	208,335		330,270
11. Total Resources Except Property Taxes	208,335	288,414	169,870
12. Property Taxes Received			
13. Property Taxes Required to Balance		145,729	160,400
14. Estimated Property Taxes Not to be Received		10,000	4,673
15. Total Property Tax Levy		155,729	165,073
16. Levy Within Tax Base			
17. One-Year Levies Outside Tax Base			
18. Serial and Continuing Levies			
19. Levy for Payment of Bonded Debt		155,729	165,073

FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED

FORM LB 2

Publish ONLY completed portion of this page. Total Anticipated Requirements must equal Total Resources.

WATER/SEWER			
	Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1 Total Personal Services			40,375
2 Total Materials and Services			89,600
3 Total Capital Outlay			200,000
4 Total Debt Service			
5 Total Transfers			31,425
6 Total Contingencies			
7 Total All Other Expenditures and Requirements			
8 Total Unappropriated Ending Fund Balance			
9 Total Ending Fund Balance			
10 Total Anticipated Requirements			361,400
11 Total Resources			361,400
9-1-1			
	Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1 Total Personal Services			
2 Total Materials and Services			30,760
3 Total Capital Outlay			
4 Total Debt Service			
5 Total Transfers			
6 Total Contingencies			
7 Total All Other Expenditures and Requirements			
8 Total Unappropriated Ending Fund Balance			
9 Total Ending Fund Balance			
10 Total Anticipated Requirements			30,760
11 Total Resources			30,760
	Actual Data Last Year	Adopted Budget This Year	Approved Budget Next Year
1 Total Personal Services			
2 Total Materials and Services			
3 Total Capital Outlay			
4 Total Debt Service			
5 Total Transfers			
6 Total Contingencies			
7 Total All Other Expenditures and Requirements			
8 Total Unappropriated Ending Fund Balance			
9 Total Ending Fund Balance			
10 Total Anticipated Requirements			
11 Total Resources			
	Actual Data Last Year	Adopted Budget This Year	Approved Budget Next Year
1 Total Personal Services			
2 Total Materials and Services			
3 Total Capital Outlay			
4 Total Debt Service			
5 Total Transfers			
6 Total Contingencies			
7 Total All Other Expenditures and Requirements			
8 Total Unappropriated Ending Fund Balance			
9 Total Ending Fund Balance			
10 Total Anticipated Requirements			
11 Total Resources			

FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED

FORM LB-2

Publish ONLY completed portion of this page. Total Anticipated Requirements must equal Total Resources

Street Fund

	Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services	23,347	30,908	28,000
2. Total Materials and Services	14,728	47,092	74,273
3. Total Capital Outlay			
4. Total Debt Service			
5. Total Transfers			
6. Total Contingencies			
7. Total All Other Expenditures and Requirements			
8. Total Unappropriated Ending Fund Balance		78,000	102,273
9. Total Ending Fund Balance			
10. Total Anticipated Requirements	38,075	78,000	102,273
11. Total Resources	39,153	78,000	102,273

STATE REVENUE SHARING

	Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services			
2. Total Materials and Services			
3. Total Capital Outlay			
4. Total Debt Service			
5. Total Transfers			
6. Total Contingencies	7,838	843	12,500
7. Total All Other Expenditures and Requirements			
8. Total Unappropriated Ending Fund Balance			
9. Total Ending Fund Balance			
10. Total Anticipated Requirements	7,500	843	12,500
11. Total Resources	7,838	843	12,500

WATER SYSTEMS RESERVE

	Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services			
2. Total Materials and Services			
3. Total Capital Outlay	39,346	40,500	43,450
4. Total Debt Service			
5. Total Transfers			
6. Total Contingencies			
7. Total All Other Expenditures and Requirements			
8. Total Unappropriated Ending Fund Balance			
9. Total Ending Fund Balance			
10. Total Anticipated Requirements	39,346	40,500	43,450
11. Total Resources	40,493	40,500	43,450

PARKS & LEISURE

	Actual Data Last Year 86/87	Adopted Budget This Year 87/88	Approved Budget Next Year 88/89
1. Total Personal Services			
2. Total Materials and Services			
3. Total Capital Outlay	6,668	8,000	
4. Total Debt Service	4,988	4,700	
5. Total Transfers			
6. Total Contingencies			
7. Total All Other Expenditures and Requirements			
8. Total Unappropriated Ending Fund Balance			
9. Total Ending Fund Balance			
10. Total Anticipated Requirements	11,656	12,700	
11. Total Resources	13,681	12,700	